

DOWNLOAD THIS ORDER FORM
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MBS COMMUNICATIONS ORDER FORM

Customer Satisfaction Is 100% Guaranteed.

If you have any questions, comments or concerns, please call us at **800-887-4877**. Your feedback helps us serve you better.



Our Hassle-Free Return Policy:

Returns are rare, but if for any reason you are dissatisfied with the quality of one of our products, just call and we will replace, exchange, or issue credit to you. For personalized items, the imprint will be exactly as you approved it. If not, give us a call and we'll make it right for you.

Most Orders Ship Within 24 Hours.

Most in-stock items ship within 24 hours and personalized cards, once approved, ship within 48 hours. We ship via UPS Ground and USPS Priority Mail within the United States. See chart below for U.S. shipping charges.

In A Hurry?

Next-day, 2-day and 3-day options are available. Please call for an express shipping quote.

FIVE EASY WAYS TO ORDER:

Phone: 1-800-887-4877

7AM-5PM Central Time Monday-Friday to speak to one of our helpful customer service representatives.

Online: www.MBSopt.com

24 hours a day, 7 days a week.

Fax: 1-800-920-0674

24 hours a day, 7 days a week. A confirmation will be sent during normal business hours:

7AM-5PM Central Time Monday-Friday

E-mail: optsales@mbscom.com

24 hours a day, 7 days a week. We will respond during normal business hours: 7AM-5PM Central Time Monday-Friday

Mail: MBS Communications

PO Box 288 • Altamont, IL 62411

METHODS OF PAYMENT:

Credit Card: We accept VISA, MasterCard, Discover or American Express

Open Billing: Payments are due in 30 days. First-time orders more than \$250 require credit card or pre-payment.

* Tax Policy - USA Residents Only:

We only charge sales tax if required by your state and local taxing authorities. If sales tax is not charged, you may be required to file use tax.

Canadian Customers:

Orders are billed in U.S. dollars. Please pay with VISA, MasterCard, Discover, or American Express. Please call for shipping charges or see online FAQs. Free shipping not available.

Alaska, Hawaii, Puerto Rico & Virgin Islands:

Please call for shipping charges or see online FAQs.

Free shipping not available.

	8597 N. 300th St. PO Box 288 Altamont, IL 62411	<input type="checkbox"/> I don't want to place an order now, but please send me a FREE SAMPLE! <input type="checkbox"/> Please bill me. (Net 30) <input type="checkbox"/> Check Enclosed # _____
	Business Name: _____ Phone: _____ Fax: _____ Contact: _____ E-mail: _____ Address: _____ City: _____ State: _____ Zip: _____	<input type="checkbox"/> Please Bill My Credit Card <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/> DISCOVER <input type="checkbox"/> AMERICAN EXPRESS Card No: _____ Exp. Date: _____ CVV Code: _____ Card Holder: _____ Card Billing Address (If different): _____

Item#	Description	Quantity	Price Each	Total Price

FREE SHIPPING
ON ANY ORDER OVER

 **\$250** NO CODE NEEDED

CONTIGUOUS US GROUND SHIPPING | EXCLUDES ARTWORK & SET-UP FEES

*USA standard shipping only.
Art & manufacturer's fees not included.

CONTIGUOUS USA GROUND SHIPPING CHARGES	
Order Subtotal	Shipping
Up to \$59.99	\$10.99
\$60-\$114.99	\$16.99
\$115-\$199.99	\$25.99
\$200-\$249.99	\$33.99
\$250+	FREE SHIPPING

Product Total	
Total Amount Due	

Ground Shipping to Contiguous USA

*State & local taxes may also apply.
SHIPPING CHARGES SUBJECT TO CHANGE